

DEPARTMENT: DEVELOPMENT

LINE ITEM #: 210

TITLE: Office Supplies

DESCRIPTION:

Office Supplies as per listed for the entire Development Department which also includes Code Enforcement.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	5,000.00	4,979.13
2007	5,000.00	4,380.40
2008	5,000.00	4,468.55
2009	5,000.00	5,672.92
2010	5,900.00	
2011	5,900.00	

INCREASE FROM 2010 TO 2011: 0.00%

INCOME SOURCE FOR LINE ITEM: General Fund

JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Plotter Paper	200
			Tablet Paper, Post-Its	150
			Colored Paper	50
			Pens, Pencils, Markers	50
			Toner and Ink Cartridges for Printers	2,100
			Envelopes	100
			Binders	50
			Folders	85
			Filing Supplies	75
			Storage Supplies	125
			Typewriter Ribbons & Correction	50
			Writable CD's	50
			Calendar-Appointment Books	125
			City Directory	300
			Computer Supplies	75
			Recorder Supplies	75
			Letterhead	900
			Letterhead Envelopes	500
			Miscellaneous Supplies	350
6	each	\$65	Backup Tapes	390
			Books	100
LINE TOTAL:				5,900

LINE ITEM #: 222

TITLE: Fuel

DESCRIPTION:

Gasoline for five vehicles to include the following: 1991 Toyota Corolla, 1994 Pontiac Sunbird, 1995 Chevrolet Cavalier, 2002 Ford Taurus, and 2003 Ford Taurus.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	2,500.00	2,366.60
2007	3,000.00	2,137.10
2008	3,000.00	2,049.37
2009	4,750.00	1,901.55
2010	4,250.00	
2011	3,750.00	

INCREASE FROM 2010 TO 2011: **-11.76%**

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
1000	gallons	\$3.75		3,750
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				-
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			LINE TOTAL:	3,750

LINE ITEM #: 232

TITLE: Repairs Parts & Equipment

This is Parts and Equipment only for Repairs of Automobiles or any equipment in Development Office that we do not have to pay for Labor for the repair.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	1,000.00	134.96
2007	1,000.00	498.91
2008	1,000.00	435.29
2009	1,000.00	235.23
2010	1,000.00	
2011	200.00	

INCREASE FROM 2010 TO 2011: **-80.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Repair Parts for the 1995 Chevrolet Cavalier	200
				-
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			LINE TOTAL:	200

LINE ITEM #: 311

DESCRIPTION:

Legal Services for Code Enforcement Department.
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	30,000.00	29,821.34
2007	30,000.00	62,000.00
2008	134,000.00	50,250.28
2009	125,000.00	50,418.57
2010	125,000.00	
2011	100,000.00	

INCREASE FROM 2010 TO 2011: **-20.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Code Enforcement Legal Services	100,000
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			LINE TOTAL:	100,000

LINE ITEM #: 321

TITLE: Postage

DESCRIPTION:

Postage for Development and Code Enforcement Areas of the Development Department. Certified Return Receipt Letters are sent on a regular basis.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	2,400.00	2,344.01
2007	2,400.00	2,390.37
2008	2,400.00	1,232.41
2009	2,400.00	1,973.35
2010	2,600.00	
2011	2,600.00	

INCREASE FROM 2010 TO 2011: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

[illegible]

LINE ITEM #: 322

Travel

Seminars, meeting expenses, travel and food for out of town meetings.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	5,000.00	2,316.26
2007	5,000.00	946.94
2008	4,000.00	2,437.24
2009	8,140.00	4,853.08
2010	8,000.00	
2011	5,137.00	

**-35.79%**

General Fund

### JUSTIFICATION OF ITEM

[illegible]

LINE ITEM #: 323

DESCRIPTION:

Telephone to include Office Phones, Cellular Service, and Long Distance Service.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	3,500.00	3,465.10
2007	3,500.00	3,419.43
2008	4,000.00	3,336.88
2009	4,000.00	3,876.40
2010	3,800.00	
2011	3,900.00	

INCREASE FROM 2010 TO 2011: 2.63%

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
12	months	\$180	Office Phones	2,160
12	months	\$120	A T & T Cellular Phones	1,440
			Other	300
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			LINE TOTAL:	3,900

LINE ITEM #: 330

DESCRIPTION:

Printing for Development Department to include brochures, business cards, massive materials for meetings, and specifications.

INCREASE FROM 2010 TO 2011: **-10.00%**

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
10	boxes @ 500	\$50	Business Cards Printing	500
			Outside Printing for Meetings	300
			Misc. Items	1,000
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			LINE TOTAL:	1,800



LINE ITEM #: 331

TITLE: Legal Notices

Advertising in the newspapers for Legal Notices.
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	1,500.00	407.15
2007	1,500.00	24.05
2008	1,000.00	137.63
2009	1,000.00	922.93
2010	1,000.00	
2011	1,000.00	

INCREASE FROM 2010 TO 2011: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Legal Advertising	1,000
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LINE TOTAL:				1,000

LINE ITEM #: 362

TITLE: Repair Services

Repairs to include Labor for 5 Departmental Vehicles listed below.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	2,500.00	333.50
2007	2,500.00	10.00
2008	1,000.00	425.61
2009	1,000.00	35.00
2010	1,000.00	
2011	200.00	

INCREASE FROM 2010 TO 2011: **-80.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Repair with labor of 1995 Chevy Cavalier	200
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			LINE TOTAL:	200

LINE ITEM #: 391

TITLE: Memberships & Dues

Memberships and Dues for organizations to which the Department of Development belongs and subscriptions for the department.
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	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	2,000.00	2,000.00
2007	2,000.00	1,620.72
2008	2,000.00	1,028.97
2009	1,385.00	1,254.00
2010	1,385.00	
2011	1,385.00	

INCREASE FROM 2010 TO 2011: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Friends of Downtown	150
			International Code Council	300
			IABO	120
			AACE	75
			American Planning Association	250
			IACT	100
			IN Urban Forest Council	50
			Intl. Society of Arborculture	150
			IN GIS	50
			IN Arborist Association	40
			ICSC	100
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				-
				-
			LINE TOTAL:	1,385

DEPARTMENT: DEVELOPMENT

LINE ITEM #: 392

TITLE: Public Relations

DESCRIPTION:

Public relations expense for City outreach to neighborhoods, special events.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	-	-
2007	-	-
2008	-	-
2009	-	1,069.15
2010	-	
2011	1,500.00	

INCREASE FROM 2010 TO 2011: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

### JUSTIFICATION OF ITEM

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Public Relations	1,500
				-
				-
				-
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				-
				-
				-
			LINE TOTAL:	1,500

LINE ITEM #: 394

TITLE: Contract Services

Contracts for Services Department of Development is provided.

	<u>BUDGETED</u>	<u>EXPENDED</u>
2006	2,000.00	657.86
2007	2,000.00	734.27
2008	1,000.00	771.31
2009	1,000.00	182.75
2010	900.00	
2011	900.00	

INCREASE FROM 2010 TO 2011: **0.00%**

INCOME SOURCE FOR LINE ITEM: General Fund

QTY	UM	UNIT PRICE	DETAIL OF ESTIMATE FOR REQUEST	TOTAL
			Lien Filings	100
			Recorder Maintenance Contract	150
			Other	650
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			LINE TOTAL:	900

DEVELOPMENT DEPARTMENT  
Expenditures and 2011 Proposed Budget

DEVELOPMENT	ACTUAL BUDGET EXPENDITURES AND ENCUMBRANCES																
Account	2005	2006	2007	2008	2009	2006 Original	2006 Over(Under) Expend	2007 Original	2007 Over(Under) Expend	2008 Original	2008 Over[Under] Expend	2009 Original	2009 Over(Under) Expend	2010 Original	2011 Proposed	2011 Adopted	% Change
110 Salaries, Full Time	215,500.22	219,820.00	224,225.24	59,882.22	0.00	219,820.00	0.00	233,880.00	(9,654.76)	88,550.00	(28,667.78)	0.00	0.00	0.00	0.00		0.00%
120 Salaries, Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00%
TOTAL PERSONAL SERVICES	215,500.22	219,820.00	224,225.24	59,882.22	0.00	219,820.00	0.00	233,880.00	(9,654.76)	88,550.00	(28,667.78)	0.00	0.00	0.00	0.00	0.00	0.00%
210 Office Supplies	4,542.65	4,979.13	4,380.40	4,468.55	5,672.92	5,000.00	(20.87)	5,000.00	(619.60)	5,000.00	(531.45)	5,000.00	672.92	5,900.00	5,900.00		0.00%
222 Fuel	1,914.12	2,366.60	2,137.10	2,049.37	1,901.55	2,500.00	(133.40)	3,000.00	(862.90)	3,000.00	(950.63)	4,750.00	(2,848.45)	4,250.00	3,750.00		-11.76%
224 Tire & Tubes	388.20	115.08	0.00	69.86	0.00	0.00	115.08	0.00	0.00	0.00	69.86	0.00	0.00	0.00	0.00		0.00%
231 Bldg Materials/Supplies	384.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00%
232 Repairs Parts & Equipment	577.91	134.96	498.91	435.29	235.23	1,000.00	(865.04)	1,000.00	(501.09)	1,000.00	(564.71)	1,000.00	(764.77)	1,000.00	200.00		-80.00%
TOTAL SUPPLIES	7,806.99	7,595.77	7,016.41	7,023.07	7,809.70	8,500.00	(904.23)	9,000.00	(1,983.59)	9,000.00	(1,976.93)	10,750.00	(2,940.30)	11,150.00	9,850.00	0.00	-11.66%
311 Legal Services	21,410.04	29,821.34	62,000.00	50,250.28	50,418.57	30,000.00	(178.66)	30,000.00	32,000.00	134,000.00	(83,749.72)	125,000.00	(74,581.43)	125,000.00	100,000.00		-20.00%
321 Postage	2,848.56	2,344.01	2,390.37	1,232.41	1,973.35	2,400.00	(55.99)	2,400.00	(9.63)	2,400.00	(1,167.59)	2,400.00	(426.65)	2,600.00	2,600.00		0.00%
322 Travel	4,666.06	2,316.26	946.94	2,437.24	4,853.08	5,000.00	(2,683.74)	5,000.00	(4,053.06)	4,000.00	(1,562.76)	8,140.00	(3,286.92)	8,000.00	5,137.00		-35.79%
323 Telephone	3,219.86	3,465.10	3,419.43	3,336.88	3,876.40	3,500.00	(34.90)	3,500.00	(80.57)	4,000.00	(663.12)	4,000.00	(123.60)	3,800.00	3,900.00		2.63%
330 Informational Printing	0.00	62.95	0.00	873.38	352.60	1,500.00	(1,437.05)	1,500.00	(1,500.00)	1,000.00	(126.62)	1,000.00	(647.40)	2,000.00	1,800.00		-10.00%
331 Legal Notices	1,000.00	407.15	24.05	137.63	922.93	1,000.00	(592.85)	1,000.00	(975.95)	1,000.00	(862.37)	1,000.00	(77.07)	1,000.00	1,000.00		0.00%
362 Repair Services	20.00	333.50	10.00	425.61	35.00	2,500.00	(2,166.50)	2,500.00	(2,490.00)	1,000.00	(574.39)	1,000.00	(965.00)	1,000.00	200.00		-80.00%
391 Memberships & Dues	1,827.00	2,000.00	1,620.72	1,028.97	1,254.00	2,000.00	0.00	2,000.00	(379.28)	2,000.00	(971.03)	1,385.00	(131.00)	1,385.00	1,385.00		0.00%
392 Public Relations	0.00	0.00	0.00	0.00	1,069.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,069.15	0.00	1,500.00		0.00%
394 Contract Services	905.41	657.86	734.27	771.31	182.75	2,000.00	(1,342.14)	2,000.00	(1,265.73)	1,000.00	(228.69)	1,000.00	(817.25)	900.00	900.00		0.00%
TOTAL SERVICES & CHARGES	35,896.93	41,408.17	71,145.78	60,493.71	64,937.83	49,900.00	(8,491.83)	49,900.00	21,245.78	150,400.00	(89,906.29)	144,925.00	(79,987.17)	145,685.00	118,422.00	0.00	-18.71%
441 Furniture & Fixtures	0.00	284.98	0.00	0.00	1,079.88	0.00	284.98	0.00	0.00	0.00	0.00	600.00	479.88	0.00	0.00		0.00%
442 Motor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00%
443 Office Equipment	0.00	3,209.08	3,363.18	3,001.40	0.00	4,000.00	(790.92)	4,000.00	(636.82)	6,000.00	(2,998.60)	800.00	(800.00)	0.00	0.00		0.00%
447 Vehicle Lease/Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00%
TOTAL CAPITAL OUTLAY	0.00	3,494.06	3,363.18	3,001.40	1,079.88	4,000.00	(505.94)	4,000.00	(636.82)	6,000.00	(2,998.60)	1,400.00	(320.12)	0.00	0.00	0.00	0.00%
TOTAL	259,204.14	272,318.00	305,750.61	130,400.40	73,827.41	282,220.00	(9,902.00)	296,780.00	8,970.61	253,950.00	(123,549.60)	157,075.00	(83,247.59)	156,835.00	128,272.00	0.00	-18.21%

Overexpenditure indicates transfers made to authorize greater spending than original budget.